

## 7. AKAROA MUSEUM ADVISORY COMMITTEE

<b>General Manager responsible:</b>	Stephen McArthur
<b>Officer responsible:</b>	Lynda Wallace, Museum Director
<b>Author:</b>	Wendy Graham, Committee Secretary

### PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Wednesday 18 October, 2006.

The meeting was attended by Committee members Stephen Lowndes (Chairman), Elizabeth Haylock and Jane Chetwynd (Friends of Akaroa Museum) Meri Robinson (Onuku Runanga) and Victoria Andrews (Community).

Also in attendance was Lynda Wallace, Museum Director,

Meri Robinson asked to be excused from the meeting at 10:45 a.m. and was absent for Items 7, 8, and 9.

#### 1. APOLOGIES

No apologies were received.

#### 2. WELCOME

The Chairman welcomed Ms Chetwynd, representing the Friends of the Akaroa Museum and Ms Andrews who had been nominated as the new community representative.

#### 3. CONFIRMATION OF COMMUNITY REPRESENTATIVE APPOINTMENT

Members confirmed the appointment of Ms Victoria Andrews as the community representative on the Akaroa Museum Advisory Committee.

#### 4. INTRODUCTION OF ROLE OF ADVISORY COMMITTEE

The Chairman explained the role of the Advisory Committee as stated in the Terms of Reference.

Under Clause 1 Ms Andrews questioned what the word "Council" meant under the Terms of Reference as she had thought this committee was a committee of the Akaroa-Wairewa Community Board.

The Chairman asked if the Museum could play a role in the Waitangi Celebrations. Ms Robinson said that she was dealing with this issue at present through the Runanga and she would liaise with the Museum Director on this matter. It was also suggested that a brief media report could be placed in the Akaroa Mail prior to Waitangi Day.

Ms Andrews also said she would not like this committee to be directly involved in the financial aspects for the Museum and felt that Clause 2 (c) could suggest this.

With regards to Clause 4, members agreed that it was an important element for the Museum Director to be in attendance at the Advisory meetings and that this should be included in this clause. It was felt that the way Clause 4, has been written, made it appear that any staff assistance required was exclusive to the service centre staff only.

Members agreed that Item 4 should be reworded to read "The Akaroa Museum Advisory Committee will be assisted by the Museum Director and Council staff". The Chairman was asked to raise this at a meeting of the Akaroa-Wairewa Community Board.

## **5. MINUTES OF MEETING HELD ON 12 JULY 2006**

Members who were in attendance at the July meeting confirmed that the report of the meeting was a true and correct record of that meeting.

The committee **resolved** that the report of the meeting held on 12 July 2006 be received.

## **6. MATTERS ARISING**

### **6.1 ONUKU RUNANGA REPRESENTATIVE**

Ms Robinson advised members that she was happy to continue as the representative for the Onuku Runanga.

### **6.2 ACTIVITY MANAGEMENT PLANS**

Comments from the Administration Manager's Update of the 27 September Akaroa-Wairewa Community Board was read to members for their information.

### **6.3 NEW STORAGE PROJECT**

The Chairman said no action had been forthcoming regarding communication within the community in the way of a media release regarding this project.

The Museum Director advised that the Art Gallery Unit's communications adviser, Jan McCarthy, is part of the project planning team and has been included particularly to handle media releases promoting the project.

Members agreed that it was important to have media releases in the Akaroa Mail. Ms Chetwynd said the Friends would be happy to undertake this.

It was also agreed that Jenny Harper, Director of the Art Gallery be invited to attend the next meeting of the committee. It was suggested that the next meeting be held on Wednesday 31 January 2007.

## **7. DIRECTOR'S UPDATE**

The Museum Director spoke briefly on each item of her update that had previously been circulated with the agenda.

### **7.1 VENUE HIRE**

The Museum Director informed members that the Museum was being used on occasions for meetings. She said that hiring the venue raised awareness of the facilities and attractions available.

Members expressed concern that using the venue may put extra strain on staff, and it was suggested that it be kept to a minimum particular over summer months.

The Chairman pointed out that in next year's budget funds had been set aside for a further full time staff member.

### **7.2 EXHIBITIONS**

The Museum Director said the opening of the Laying the Foundations exhibition had received good comments, and she had received a letter from a couple that had attended the opening congratulating staff on the exhibition. She said they had also carried out the walk with Suky Thompson and had found it very informative.

She referred to plans for the next exhibition as being about Rehutai and St. Lukes Church, Little Akaloa. The Menzies sketchbook of carving patterns has been recently lent to the Museum and it could be combined with contemporary photographs of the interiors of Rehutai and St. Lukes, by Neil Pardington.

### **7.3 COLLECTION DOCUMENTATION PROJECT**

The Museum Director informed the committee that she was trying to obtain an intern over the summer from Victoria University at no cost to the Museum to continue this work.

Members agreed that the Collection Policy and Acquisition Policy be looked at and updated if required. These items to be discussed at the next Advisory meeting.

The Museum Director said that at present it was her decision on what items would be accepted into the collection. Only items with relevance to the area are accepted, and space constraints prevent the acquisition of large objects.

### **7.4 NEW STORAGE BUILDING**

It was suggested that the Advisory committee could contact private people for substantial donations to assist the new storage building project.

Members discussed the situation regarding Heartlands being moved off its present site. It was suggested that it could be relocated on to the BP Meats site, even on a temporary basis.

### **7.5 HERITAGE BUILDINGS**

The Museum Director advised members that discussions on responsibilities with regard to the Museum's heritage buildings would take place shortly between herself and the appropriate City Care staff.

## **8. FRIENDS OF AKAROA MUSEUM PRESIDENT'S REPORT**

Ms Chetwynd briefly spoke on the recent activities of the Friends. She said 12 interviews had taken place on the Oral History and this was still continuing. The Chairman pointed out that this Oral History should also include people from the Little River area if possible.

On behalf of the Friends Ms Chetwynd invited members to its Christmas party on 15 December at the Gaiety.

Ms Chetwynd also informed members that a number of other projects were currently underway.

Ms Chetwynd said that as the Museum is embedded in the local community it was the concern of the Friends that those people, who volunteered their services as well as those who had the opportunity for paid employment at the Museum, did not lose this opportunity under the Christchurch City Council contract requirements.

Ms Andrews as the community representative reiterated Ms Chetwynd's concerns.

## **9. GENERAL BUSINESS**

### **9.1 PAST MEMBERS OF THE COMMITTEE**

The Museum Director asked how previous members of the Museum Board could be acknowledged and it was suggested they be invited to the Friends Christmas party. Mention could then be made of their contribution to the Committee at that time.

Meeting closed at 11:44 a.m.

### **STAFF RECOMMENDATIONS**

That the Board receive this report. (Please note this report has not yet been confirmed by the Akaroa Museum Advisory Committee).